## **TOWN OF MASHPEE**

prospective employees for certain positions.

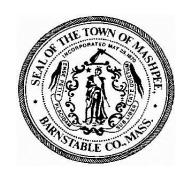
Human Resources 16 Great Neck Road North Mashpee MA 02649

www.mashpeema.gov personnel@mashpeema.gov

<u>An Equal Opportunity/ Affirmative Action Employer</u> The Town of Mashpee is an equal opportunity employer and will consider all applicants for all positions without regard to race, color, religion, national origin, age, marital status, sex, sexual orientation, veteran status, disability, and any other legally protected status.

Please complete all areas of this application and sign. You may attach a resume or cover letter if you wish. **If you hold current certifications, attach copies to this application.** 

Summer Employment Application - NEW APPLICANT



APPLICANT INFORMATION														
Last Nam	e					First				M.I.	Di	ate		
Street Ad	dress					•				Apartm	nent/Unit	#		
City						State				ZIP		1		
Mailing Ad	ddress					1			•	·				
City						State				ZIP				
Phone						E-mail	Address		· ·					
Date Avai	ilable					1			Desir	ed Sala	ary			
Position A	Applied fo	r			•				•		1			
Are you a citizen of the United States? YES				YES	NO 🗆	If no, are you authorized to w			k in the	e U.S.?	YE	S 🗌	NO 🗌	
Have you ever worked for the Town of YES  Mashpee?				NO 🗌	If so, when?					1		I		
Have you ever been convicted of a felony? YES				NO 🗌	If yes, explain									
Can you work the full season?				NO 🗌	If yes, explain									
Can you work through Labor Day?				NO 🗌	If not, what will be your last?									
CPR/Lifeguard Certification?  If yes, attach copy of certification.				NO 🗆	Expiration Date									
Water Safety Instructor Certification?  If yes, attach copy of certification.  YES				NO 🗆	Expiration Date									
EDUCAT							<u>,                                      </u>							
High Scho	ool					Address								
From		То		Did you g	raduate?	YES 🗌	NO 🗆	Degree						
College						Address								
From		То		Did you g	raduate?	YES	NO 🗆	Degree						
Other				Address			1							
From	To Did you graduat		raduate?	YES 🗌	NO 🗆	Degree								
CORI/ S	SORI		<u> </u>					<u> </u>	·					
		nee Re	equires a C	riminal Offe	ense Record	Inquiry (CC	ORI Check) a	and a Sexual	Offense R	ecord 1	Inquiry (S	SORT	Check) o	n all

EMPLOYMENT HISTORY – LIST LAST 2 POSITIONS HELD									
Company			Phone						
Address					Supervisor				
Job Title			Starting S	alary	\$	Ending Salary \$			
Responsibilities									
From	To Reason for Leaving								
May we contact yo	our previous super	visor for a reference?	YES		NO 🗆				
Company					Phone				
Address					Supervisor				
Job Title			Starting S	alary	\$	Ending Salary \$			
Responsibilities									
From	То	Reason for Leaving							
May we contact your previous supervisor for a reference? YES NO									
REFERENCES									
Name			Name	Name					
Telephone #			Telep	Telephone #					
Address:			Addr	Address:					
Years Known:			Years	Years Known:					
Relationship:			Relat	Relationship:					
MILITARY SERVICE									
Branch			From	า	То				
Rank at Discharge	!		Туре	Type of Discharge					
If other than honorable, explain									
CORI/ SORI									
The Town of Mashpee Requires a Criminal Offense Record Inquiry (CORI Check) and a Sexual Offense Record Inquiry (SORI Check) on all prospective employees for certain positions.									
EMPLOYMENT OF MINORS  The Town of Machine is a which to contribute the contribute the contribute to th									
The Town of Mashpee is subject to certain child labor provisions regarding the employment of persons under the age of 18. Anyone under 18 years of age must obtain a work permit. Work permits may be obtained through the School Department.									
Are you under 18	years of age?		YES		NO 🗌 If yes, p	please indicate your age. $\ \square$			

Medical Information: All offers of employment are conditional upon satisfactory completion of a physical examination, where required. Satisfactory fitness to perform the essential duties of the position is a condition of employment.

## **IMPORTANT: TO BE READ BY ALL APPLICANTS**

Applicable laws shall apply to this application for employment as well as certain conditions of employment.

I HEREBY CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION (INCLUDING RESUME AND SUPPORTING DOCUMENTATION) ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT FALSIFIED STATEMENTS, MISREPRESENTATIONS, OR OMISSIONS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL OR INELIGIBILITY FOR EMPLOYMENT.

I understand that an offer of employment may be contingent upon passing a physical examination and/or drug/alcohol screen.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

I understand and acknowledge that, unless otherwise defined by applicable law or by an employment agreement or collective bargaining agreement, any employment relationship is of an "at will' nature, for no definite term, which means that employment may be terminated, with or without cause, and with or without notice, at any time, at the option of either the employer or the employee. I understand that in the event of employment, I am required to abide by all rules and regulations of my employer.

I further understand and acknowledge that this application does not constitute a contract of employment, nor does it constitute a promise or assurance of employment. This status can only be modified by a written document setting forth such modification, signed by both me and an authorized representative of my employer.

This application for employment shall be considered active for a period of time not to exceed 60 days. Any applicant wishing to be considered for employment beyond this time period, or wishing to be considered for a position other than the one specified on page 1 of this form, should inquire as to whether or not applications are being accepted for the position of interest at that time. I understand that, as a condition of employment, a background check may be required, depending upon the position for which I am applying in accordance with applicable laws. This background check may include my driving record, and/or authorization or certification of various licenses or permits as required.

I acknowledge that I have read this application for employment, requirements, and authorization, fully understand its contents and voluntarily agree to its provisions. I further acknowledge that I am expected to abide by all rules, regulations, policies, written or unwritten, but that such rules, regulations and policies do not create a contract between me and my emplo9yer or otherwise restrict the right of either party to terminate the employment relationship.

I AUTHORIZE THE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY OTHER PERTINENT INFORMATION THEY MAY HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING INFORMATION TO MY EMPLOYER.

DISCLAIMER AND SIGNATURE						
I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.						
Signature	Date					
Printed Name						